

Minutes

- March 17, 2025 Special Budget Meeting Minutes
- March 19, 2025 Board Meeting Minutes

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS' SPECIAL BUDGET MEETING**

**March 17, 2025
3360 Gunston Road
Alexandria, VA 22302**

ATTENDANCE:

Directors Present: Scott Mulrooney, President; Mike Rothenberg, Vice President; Dave Bush, Treasurer; Scott Buchanan, Caitlin Counihan, Elaine Lawler, Jeff Lisanick, and Jim Wicker, Directors.

Others Present: Francisco Foschi, General Manager; Dana Cross, Assistant General Manager; Robin Davis, Secretary to the Board. Donna Young, Recording Secretary.

John Halfhill, Barkan Management.

Jim Pates, Preferred Insurance

CALL TO ORDER:

President Scott Mulrooney called the Board meeting to order at 7:02 p.m., with eight (8) members of the Board in attendance; he thanked everyone for attending the special meeting.

APPROVAL OF THE AGENDA:

(R) MOVED by Mr. Bush, SECONDED by Mr. Rothenberg, to accept the agenda as presented. The motion passed unanimously (8-0-0).

Parkfairfax Insurance Agent:

Mr. Jim Pates, with Preferred Insurance, provided an overview of the current insurance market, including associations and some of the issues they currently face within the market. Mr. Pates offered detailed information regarding deductibles, deductible amounts, claims, unit owner responsibility, etc., in the current market and answered the Board's questions and concerns. Mr. Pates shared that Greater New York is the option, and no other option exists. He further shared that the hope is that the market gets better over time, but at this point, it really is Greater New York, and replacing the electrical panels was a very positive move for the Association. Mr. Pates stated that increasing the deductible and consulting with legal counsel to provide the pros and cons makes sense. Mr. Pates noted that he is available anytime to answer questions and thanked the Board for having him.

RESIDENT'S FORUM:

Ms. Lisa Harger asked if the pool budget could be enlarged to answer some of the requests made in the pool survey. She also mentioned amendments to the pool schedule, days open, and/or times.

Ms. Paula Martori recommended that some educational information be provided to the community based on the information provided by the insurance agent.

President Mulrooney read a brief statement provided by Counsel regarding the Board's Fiduciary Responsibility, a broad term referring to a director's duty of care and the duty of loyalty, and it invokes the highest standard of care under the law. etc.

MATTERS FOR BOARD DECISION:

Mr. Bush opened the meeting by stating that at the last Board meeting, the Board set a level of \$3.9 million for reserves; after further review, certain sections of the reserves were adjusted, and Management made other adjustments that we are now at \$3,733,818. Mr. Bush continued that other adjustments may be made tonight that may bring down further.

63-57200000 – Property & Liability Insurance:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Bush, to change the property Deductible for the property's General Liability policy with Greater New York to \$100,000. The motion passed unanimously (8-0-0).**

Salary for Landscape Director:

- (R) **MOVED by Mr. Rothenberg, SECONDED by Mr. Lisanick, that the Salary for the Landscape Director would be \$120,000 to include benefits and salary (adding an additional \$20,000 to the operating budget). The motion failed (3-5-0). Mr. Mulrooney, Mr. Buchanan, Ms. Counihan, Ms. Lawler, and Mr. Wicker opposed.**

55-5537101 – Tree Pruning Removal & 55-5537045 – Tree Maintenance :

- (R) **MOVED by Mr. Mulrooney, SECONDED by Mr. Rothenberg, to add \$50,000 to the line-item for Tree Pruning Removal and \$10,000 to the line-item for tree Maintenance, adding \$60,000 to the total Budget. The motion passed (7-1-0). Mr. Buchanan opposed.**

001.012.0005 – Gas Line Replacement Program & 69-9901025 - Reserve Contributions:

- (R) **MOVED by Mr. Lisanick, SECONDED by Mr. Rothenberg, to add \$150,000 to the Reserve line-item for repair and replacement of Gas Lines that would equal 19 buildings in the next fiscal year, which also adds \$150,000 to Line Item 69-9901025 in the Operating Budgets Reserve Contributions. The motion passed (5-2-1). Mr. Bush and Ms. Counihan opposed. Mr. Mulrooney abstained.**

53-5547000 - Swim Pool Maintenance/Contract:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Mulrooney, to add \$7,500 to line-item Swim Pool Maintenance/Contract to add extended hours, bringing the line-item total to \$173,400. The motion passed (5-3-0). Ms. Lawler, Mr. Rothenberg, and Mr. Lisanick opposed.**

57-5309020 – Management Salaries:

- (R) **MOVED** by Mr. Mulrooney, **SECONDED** by Mr. Buchanan, to reduce the current Management Salaries line-item by \$17,000. The motion passed unanimously (8-0-0).

MOTION TO EXTEND THE MEETING:

- (R) **MOVED** by Mr. Mulrooney, **SECONDED** by Mr. Rothenberg, to extend the meeting 15 minutes. The motion passed (7-1-0). Mr. Buchanan opposed.

53-5525000 - Garbage and Trash Removal:

- (R) **MOVED** by Mr. Rothenberg **SECONDED** by Ms. Lawler, to reduce the line-item by 20%, equaling a total savings of \$23,740. The motion passed unanimously (8-0-0).

55-5541230 – Maintenance Supplies:

- (R) **MOVED** by Mr. Rothenberg, **SECONDED** by Mr. Bush, to reduce the line-item by \$3,000, bringing the total line-item down to \$40,000. The motion passed (7-1-0). Mr. Mulrooney opposed.

55-5541000 - Repairs General:

- (R) **MOVED** by Mr. Rothenberg, **SECONDED** by Mr. Bush, to reduce the line-item by 5% totaling to \$4,800, bringing the total line-item down to \$91,800. The motion passed (7-1-0). Mr. Mulrooney opposed.

60-5301000 - Recreation/Resident Activities:

- (R) **MOVED** by Mr. Rothenberg, **SECONDED** by Ms. Counihan, to reduce the line-item by \$2,710. The motion failed (2-6-0). Mr. Mulrooney, Mr. Buchanan, Mr. Bush, Ms. Counihan, Ms. Lawler, and Mr. Wicker opposed.

001.001 - Roof Replacement & 69-9901025 - Reserve Contributions:

- (R) **MOVED** by Mr. Mulrooney, **SECONDED** by Ms. Counihan, to increase the line-item by \$60,200 to \$676,200, which would allow for six (6) roof replacements. The motion failed (4-4-0). Mr. Bush, Mr. Lisanick, Ms. Lawler, and Mr. Rothenberg opposed.

MOTION TO EXTEND THE MEETING:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Ms. Counihan, to extend the meeting by 10 minutes. The motion passed (7-1-0). Mr. Buchanan opposed.

ADOPTION OF THE BUDGET:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Wicker, to adopt FY-2026 Budget as follows: Reserve Contributions \$3,883,818; Operating Budget \$8,052,119.17; totaling \$11,935,937.17. The motion passed (5-3-0). Mr. Mulrooney, Mr. Buchanan, and Ms. Lawler opposed.

(R) MOVED by Mr. Rothenberg, SECONDED by Mr. Buchanan, to raise the condo fees by 4.37%. The motion passed (7-1-0). Ms. Lawler opposed.

Mr. Buchanan stated that it is important that we as a Board show the owners that at the end of our deliberative process, that we all come together and support the decisions of the Board in total.

MOTION TO ADJOURN:

(R) WITHOUT OBJECTION by Mr. Mulrooney, ADJOURNED the meeting at 9:30 p.m. The motion passed unanimously (8-0-0).

Meeting Adjourned at 9:30 p.m.

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS' MEETING**

**March 19, 2025
3360 Gunston Road
Alexandria, VA 22302**

ATTENDANCE:

Directors Present: Scott Mulrooney, President; Mike Rothenberg, Vice President; Dave Bush, Treasurer; Scott Buchanan, Caitlin Counihan, Elaine Lawler, Jeff Lisanick, and Jim Wicker, Directors.

Others Present: Francisco Foschi, General Manager; Dana Cross, Assistant General Manager; Robin Davis, Secretary to the Board. Donna Young, Recording Secretary.

CALL TO ORDER:

President Scott Mulrooney called the Board meeting to order at 7:00 p.m., with eight (8) members of the Board in attendance.

APPROVAL OF THE AGENDA:

- (R) **MOVED by Mr. Lisanick, SECONDED by Ms. Counihan, to approve the Agenda as amended. The motion passed unanimously (8-0-0).**

APPROVAL OF THE FEBRUARY 19, 2025, BOARD MEETING MINUTES:

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Rothenberg, to approve the February 19, 2025, Board meeting minutes as amended. The motion passed unanimously (8-0-0).**

POLICE REPORT: Lieutenant Mark Jessup from the Alexandria Sheriff's Department welcomed everyone and expressed that he, along with the Sheriff, looks forward to meeting the Board in person during the next quarter, between April and June 2025. They will be available to address any questions or concerns. Lieutenant Jessup also shared information about upcoming events, which will be included in the monthly bulletin provided to Ms. Cross.

RESIDENT'S FORUM: No Resident Comments were made.

GENERAL MANAGER'S REPORT:

Reserve Study Completion Process: Mr. Foschi requested that the Board designate two representatives/liaisons to work with him and Miller Dodson toward the completion and final Board review of the Reserve Study. Mr. Bush recommended that the entire Board participate by holding a workshop. Mr. Foschi will reach out to Miller Dodson for their availability. Mr. Foschi answered and clarified questions and concerns from the Board on the Management Report.

COMMITTEE REPORTS:

Recreation Committee: Ms. Lisa Harger, Chair of the Recreation Committee, raised the subject matter of the Gym Survey that was completed and provided to the Board for review and discussion. Ms. Harger stated the survey's target was to find out what people wanted from the gym. After further discussion, the matter was voted on as follows:

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Wicker, to approve the Gym Survey submitted by the Recreation Committee to remove and/or amend option 8(b) of the survey. The motion passed unanimously (8-0-0).**

Transportation and Land Use Committee: On behalf of Mr. Gronenberg and the TLUC Committee, Mr. Mulrooney directed the Board's attention to a letter of support for the Alexandria Transit Company's FY26/27 reapplication for I-395 Commuter Choice funding to maintain DASH Line 36A/B. Mr. Mulrooney asked and received Board consensus for him to sign the letter of support on behalf of the Parkfairfax Condominium Unit Owner's Association, which has to be submitted by the end of the month (March 2025); President Mulrooney signed the letter.

Landscape Committee: Robin Davis, Chair of the Landscape Committee, shared that the Committee is redoing the request form for tree removal, which will be much easier to use when a tree needs removal. The Board consensus is to approve the form presented by the Landscape Committee. Mr. Rothenberg shared information regarding the stormwater issues behind Wellington relating to the downspouts not being hard-piped; he stated that a possible fix could be made for approximately \$20-\$30,000, with staff performing the work.

Building & Utilities Committee (BUC): Mr. Rothenberg, Liaison to the BUC Committee, shared that a subcommittee was formed to address the issue of Bikes and E-Bike storage. Mr. Rothenberg stated that there is a lot of interest in the matter and that the subcommittee will gather information to present to the Board to address the challenges with Bikes and E-Bike storage.

MATTERS FOR BOARD DECISION:

Roofing Pilot Project Contractor Selection:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Mulrooney, to select Prime Roofing Exteriors to install at Building #953 and Absolute Roofing to do the Brava Installation at Building #845. The motion passed (5-3-0). Mr. Bush, Ms. Lawler, and Mr. Wicker opposed.**

Mr. Foschi will draft a letter for the Board's review regarding notifying the residents of Buildings #845 & #953 of the roofing project. Mr. Mulrooney mentioned significant cost-saving strategies that can be revisited at a future board meeting.

January 2025 Reserve Expenditures:

- (R) **MOVED by Mr. Lisanick, SECONDED by Mr. Buchanan, to approve the January 2025 Reserve Expenditures in the amount of \$406,609.55 with funds to come from GL 9901, Reserve Expenditures. The motion passed unanimously (8-0-0).**

2025 Pool Management Contract:

- (R) **MOVED by Mr. Wicker, SECONDED by Ms. Counihan, to approve a 1-year pool management contract abiding by the schedule highlighted in Yellow with High Sierra Pools at a cost of \$160,900.00 with funds to come from GL 5547.000. The motion passed (7-1-0). Mr. Rothenberg opposed.**

Service Awards:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick, to nominate Linda Klinger for Volunteer of the Year, and Catherine Kitchell and Robert von Schneider for the Outstanding Service Award. The motion passed unanimously (8-0-0).**
- (R) **MOVED by Mr. Bush, SECONDED by Mr. Mulrooney, to nominate Cindy Engelhart for the Edward Preston Founders Award. The motion passed unanimously (8-0-0).**

Ratification of Vote for Repairs at Buildings 948 and 950:

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Buchanan, to ratify the unanimous email vote that repairs, as required, to the exterior and interior portions of units in Buildings 948 and 950 be financed using funds from Owner Equity, reserves, or operational accounts, as appropriate, through contracting with Paul Davis Restoration (\$55,982) and Katchmark (\$11,000) with funding not to exceed \$80,000 for all repairs required to remediate damages caused by a tree and parts of a tree falling on the two aforementioned buildings. The motion passed unanimously (8-0-0).**

Resident Craft Group:

- (R) **MOVED by Ms. Counihan, SECONDED by Mr. Bush, to approve waiving the rental fee for the Parkfairfax Resident Craft Group to use the community room once a month for two hours. The motion passed unanimously (8-0-0)**

Mr. Rothenberg raised the subject matter of replacing 4 roofs instead of 6, as a savings to the Association. The Board discussed the matter and agreed that the matter is appropriate to revisit.

MATTERS FOR BOARD DISCUSSION:

Architectural & Planning Board Patio Specifications and Enforcement of Covenant Violations Update were tabled and will be revisited at the April 23, 2025, Board meeting.

MATTERS FOR BOARD INFORMATION:

April 23, 2025, Agenda Items: Any additions/amendments to the agenda should be received 7 days before the April 23, 2025, Board meeting.

MOTION TO MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED** by Mr. Lisanick, **SECONDED** by Mr. Mulrooney, to recess Open Session at 9:00 p.m. and convene in Executive Session to discuss personnel, legal, or contractual matters, as permitted by subsection (C) of Section 55-79.75 of the Code of Virginia. The motion passed unanimously (8-0-0).

MOTION TO EXTEND THE MEETING:

- (R) **MOVED** by Ms. Lawler, **SECONDED** by Mr. Lisanick, to extend the meeting by 20 minutes until 9:50 p.m. The motion passed (5-3-0). Mr. Bush, Mr. Buchanan, and Ms. Counihan opposed.

MOTION TO LEAVE EXECUTIVE SESSION:

- (R) **MOVED** by Ms. Counihan, **SECONDED** by Mr. Buchanan, to leave the Executive Session at 9:48 p.m. The motion passed unanimously (8-0-0).

ACTIONS TAKEN AFTER EXECUTIVE SESSION:

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Mr. Lisanick, to approve the decision made by the Board in Executive Session regarding a Real Estate transaction. The motion passed unanimously (8-0-0).

MOTION TO ADJOURN THE MEETING:

- (R) **MOVED** by Mr. Lisanick, **SECONDED** by Mr. Mulrooney, to adjourn the meeting at 9:48 p.m. The motion passed unanimously (8-0-0).

Meeting Adjourned at 9:48 p.m.